



**DEPARTMENT OF THE NAVY**  
NAVAL FACILITIES ENGINEERING COMMAND  
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IN REPLY REFER TO  
ACQ 021  
15 Dec 00

MEMORANDUM FOR NAVFAC ACQUISITION PERSONNEL

Subj: NAVFAC CONTRACTING MANUAL, P-68, DECEMBER 2000 EDITION  
(00-49)

Encl: (1) Summary of Significant Changes

1. The NAVFAC Contracting Manual, P-68 provides general guidance to field contracting officers in the execution of their delegated authority. The P-68 implements or supplements the Federal Acquisition Regulation (FAR), Defense Federal Acquisition Regulation Supplement (DFARS) and Navy Acquisition Procedures Supplement (NAPS). It is not a stand-alone document, but must be read together with the FAR, DFARS and NAPS.

2. It has been two years since the last time the P-68 was re-issued in its entirety. The December 2000 Edition of the P-68 contains various changes to conform to statutory and regulatory changes as well as NAVFAC authority/policy changes.

3. Enclosure (1) contains a summary of the significant changes that have been made to the P-68. The December 2000 edition of the P-68 may be accessed on our ACQ Online homepage at <http://acq.navfac.navy.mil/p68.asp>.

A handwritten signature in black ink, appearing to read "Michael F. Howard", is positioned above the printed name.

MICHAEL F. HOWARD  
Director, Acquisition Strategic Programs

**NAVFAC P-68, DECEMBER 2000 EDITION  
SUMMARY OF SIGNIFICANT CHANGES**

❑ **Contracting Authority**

- Increased Contracting Officer warrant levels as follows:

Warrant Level	From	To
SAP	Up to \$100,000	Above \$2,500 but not exceeding \$100,000
Level I	Up to \$500,000	Up to \$1,000,000
Level II	Up to \$5,000,000	Up to \$10,000,000
Level III	Unlimited	No change

- Revised qualification requirements for NAVFAC Contracting Officers. In addition to meeting mandatory DAWIA certification requirements, an individual must meet certain experience and training requirements prior to appointment.
- Added requirement for contracting officers to adhere to USD(A&T) continuous learning requirement in order to maintain their warrant.
- Added requirement for appointing officials to review existing warrants and make a determination to increase or decrease an individual's warrant level under the new warranting provisions.
- Changed the term "Contracting Officer's Technical Representative (COTR)" to read "Contracting Officer's Representative (COR)" which is consistent with procurement regulations and will apply to all NAVFAC product lines.
- Expanded the definitions of COR, NTR, COAR and Ordering Officer to include paragraphs for designation, appointment, qualifications/training, authority, evaluation and documentation where applicable.
- Added a paragraph, which states that EFD/EFA business clearance approval thresholds may be increased or decreased by the NAVFAC Acquisition Proponent on a case-by-case basis.

❑ **Source Selection Authority**

- Increased Source Selection Authority thresholds as follows:

SSA	From	To
Level II Contracting Officer	Up to \$5M	Up to \$10M
Level III Contracting Officer	\$ 5M to \$10M	\$10M to \$30M
EFD/EFA CCO	\$15M to \$50M	\$30M to \$75M
EFD/EFA 00, 09	Over \$50M	Over \$75M

- Changed threshold for a contracting officer to perform duties as both SSA and SSB from \$15M to \$30M.

❑ **Preaward/Postaward Debriefings**

- Added new Subpart 15.5 to include policy on Preaward/Postaward debriefings.

❑ **Contracts Exceeding 5 Years**

- Added new Section 17.204 to provide that NAVFAC Acquisition Proponent approval is required if term of a contract will exceed 5 years.

❑ **Presolicitation Notices**

- Revised Subsection 36.213-2 to waive the requirement for preparation and issuance of the SF-1417, Presolicitation Notice, when presolicitation notices are synopsized in the CBD and solicitations posted on the NAVFAC E-Solicitation web page.

❑ **Contractor Performance Evaluations**

- Consolidated coverage in Parts 36 and 37 regarding preparation and distribution of performance evaluation reports for construction, architect-engineer and facilities support contracts and moved to Subsection 42.1503-100 to avoid duplication.

❑ **Small Business Subcontracting Requirements in A/E Solicitations**

- Revised Sections 19.702 and 19.704 by requiring contracting officers, for A/E solicitations expected to exceed \$500,000, to:
  - ⇒ Ensure large A/E firms address their planned usage of small business, small disadvantaged business, woman-owned small business, historically black colleges and universities or minority institutions in the SF 255; and
  - ⇒ Incorporate the requirement for short-listed large business firms to submit small business subcontracting plan(s) before negotiations begin for contract award.

❑ **Payment Bonds**

- NAVFAC baseline clause 5252.228-9305 has been revised to conform with the FAR to provide that the amount of a payment bond must equal the contract award price.